

Town of Glastonbury
Welles-Turner Memorial Library Board
Monday, September 10, 2018
Minutes

A meeting of the Welles-Turner Memorial Library Board was held on Monday, September 10, 2018 in the 3rd floor conference room. A quorum was present.

Meeting called to order at 5:04 p.m.

1. Roll Call

Present Board Members: Jaye Winkler, Henry Hunt, Ellen Saunig, Jim Honiss

Other attendees: Barbara Bailey (Library Director), Don Kray (Friends of the Library)

2. The next meetings of the Library Board will be held on November 5, 2018 and January 14, 2019 at 7:00 p.m.

3. Public Comments – none

4. Acceptance of prior meeting's minutes – accepted unanimously

5. Liaison reports

Friends of the Library (report from Don Kray)

The book sale held on September 8, 2018 generated approximately Book Sale \$17,250.00 at book sale, which was a positive result.

Don Kray noted that four (4) book sales are held during the year – children's books, non-children's books. The sales usually generate approximately \$40-50k a year.

Friends committed \$100k to the proposed library expansion, even though the mission of the Friends is really to support the library's operating mission. By contrast, Second Century is more focused on capital projects.

The Library Board would like to say Congratulations and thank you to the Friends of the Library for its continued support.

Second Century Fund

Written report previously submitted by Jennifer Hudner who could not be present at tonight's meeting.

6. Library Director's Report

Statistical Report provided by Barbara Bailey, Library Director

- Overdrive is a vendor where most people get their e-books from. Most of what is checked out is via Kindle. Overdrive has its own app "Libby" for e-book downloads. Some databases have a 3 item/month limit (such as Overdrive and Hoopla).
- Glastonbury summer reading – can be hard copy books, e-books, etc.

- Data for the use of the electronic services is collected by administrative system in the individual databases.

Expenditure Report

- No comments.

7. Board Committee reports

Poet Laureate: Jay Winkler proposed a thank you to Sandy Sergio for her service as poet laureate.

New poet laureate is Michael Lepore as of July 1, 2018.

The Board voted unanimously to extend a note of gratitude to Sandy Sergio for her excellent service as Glastonbury's poet laureate.

8. Old Business

Library Expansion updates:

- Barbara Bailey will attend the town 325th birthday on Sunday, 9/16/18, to provide the public with some information about the expansion. Ellen Saunig noted that right now, there seems to be some lack of awareness in town about the details of the expansion and how much it could cost the taxpayer. Don Kray noted that this information is available and will be on the referendum.
- Friends of the Library is planning a Q&A. This will be held at the library (open house) the Sunday before Election Day. The goal will be to explain to people what the expansion is and what it pays for. Open house at the library the Sunday before election day. Cider and donuts will be provided.
- Barbara Bailey submitted a request from the state for the full potential \$1M for the renovation.
- Don Kray notes that Bloomfield and Canton are seeking significant library expansions.
- A 3-4 page memo should be going out about the referendum.

Association of CT Library Boards:

- Membership goes from January to December so we have not yet joined. We are planning to join in January 2018.
- "Board Basics" Presentation - once we join in January 2018 we will be able to take advantage of Board Basics course. Barbara Bailey noted that the Board Basics presentation includes a section on yearly library policy review and that usually library policy review is undertaken by library director and staff in Glastonbury.

9. New Business

- DVD fines - we have had \$2/day DVD fines. This was put in place for VHS tapes approximately 25 years ago primarily because it was a small collection. Thinking of proposing and going down \$.20. Board in favor of reducing fine to \$.20/day. No objections voiced.
- Passports – we will eventually be issuing passports, along with town hall. The library will be offering passport services two nights a week and Saturday morning. Anticipated start date in early October. Town will get \$30 for every passport processed at the library.
- Questionnaire for all Boards and Commissions – not all Board members have completed their questionnaire. Jaye Winkler will inquire whether Board is to submit one questionnaire as a group or individual.
- There was some discussion about the roles and responsibilities of the Library Board. Jaye Winkler believes that in addition to being responsible for the building, we have other roles, for instance, encourage public support of the library. Henry Hunt noted that previously Board members (who are politically appointed) would report to political party leadership regarding how the town manager is doing with respect to the Board.
- Barbara Bailey noted the difference between a governing board vs. advisory board. For example, Marlborough has a governing board, as does Newington. State cares that yz get town funds. This often depends on how the library receives funding.
- East Glastonbury library/South Glastonbury library each get a \$7,500.00 grant from the town. They are not considered branches. East Glastonbury library building is owned by the town. South Glastonbury is separate and independent.

10. Adjournment

Motion to adjourn approved at 5:51 pm.

Respectfully submitted by Ellen Saunig.